

FL&E By-Laws Proposal Update Related to Executive Team & Transitions

May 19, 2023

Proposal 1: Clarification for Members-At Large positions:

1) Current: (p. 11-12 bylaws)

EXECUTIVE TEAM

The purpose of the Senate Executive Team is to set agendas for Academic Senate meetings.

The Executive Team does not have any authority to make decisions other than set the agendas but may help with coordinating the members of the Executive Team in performing their individual responsibilities in response to actions taken by the Senate.

The Executive Committee shall be comprised of the following members:

- President of the Senate
- Vice President of Culture & Engagement
- Vice President of Community Operations
- Historian
- Chair, Curriculum & Instruction Council (CIC)
- Up to two (2) Members-At-Large elected by the Senate
- One Adjunct Faculty At-large representative

The Officers shall do their best to solicit and appoint members to the Senate Executive Team in such a way that keeps the Executive Team gender balanced and increase participation from under-represented faculty groups.

Members of the Executive Team are expected to attend weekly Senate Executive Team meeting and participate at those meetings. The purpose of the weekly meeting is to discuss important topics taking place that are relevant to the Senate, to formulate agenda for the next Senate meeting, and to do planning as necessary for future events.

Facilitation training for the Executive Team membership will be required as a matter of professional practice. This training will be offered every fall during flex week activities and on an as-needed basis to meet this committee obligation.

2) Proposed Change: Formatting and edit.

The Executive Committee shall be comprised of the following members:

- **Officers:**
 - President of the Senate
 - Vice President of Culture & Engagement
 - Vice President of Community Operations
 - Historian
- Chair, Curriculum & Instruction Council (CIC)
- **Members-At-Large:**
 - Up to two (2) Full-Time **Faculty** Members-At-Large ~~elected by the Senate~~
 - One Adjunct Faculty **Member**-At-Large representative

** **Notes:** Officers elected by the Full Time Faculty, 2-year term. Chair CIC elected by the CIC committee, 4-year term. Members-At-Large are appointed.*

3) Rationale for Change:

- To clarify the make-up of the Executive Team.
- To clarify that Member-At-Large are not elected positions.

Proposal 2: Clarification of Terms of Office & Transition Period:

1) Current: (p. 6 & 8 bylaws)

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Terms of Office

- A. Elections for the President, Vice President of Culture & Engagement, Vice President of Community Operations and Historian occur in odd years, for terms of two years.
- B. Curriculum Chair: Elections will occur in odd years, for a term of four years.
- C. All officers to be elected shall be elected as set forth in these Bylaws, and their terms of office shall begin on August 1st.

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Transition Period

The summer after an election cycle will be a transition period in which a nominal amount of LHE will be distributed to outgoing officers in an effort to support mentorship and training for incoming officers.

2) Proposed Change:

Terms of Office

- A. Elections for the President, Vice President of Culture & Engagement, Vice President of Community Operations, and Historian occur in odd years, for terms of two years.
- B. Curriculum Chair: Elections will occur in odd years, for a term of four years.
- C. Members-At-Large: Appointments will occur **for at least one semester**. Appointments will be **affirmed** by the Senate body.
- D. All Officers to be elected shall be elected as set forth in these Bylaws, and their terms of office shall begin ~~on August~~ **after graduation or July 1st**.

3) Rationale for change:

- Updating the date allows the incoming Officers more time to make their Executive Team Members-At-Large appointments.
- July 1st has historically been the date we have used.
- After graduation allows for administrative transitions and to be debriefed on pending tasks/issues/updates.
- Gives the new Executive Team time to plan the Senate Retreat.
- New Officers need time to work with each other and get some onboarding & planning time.